

Special School Board Meeting

Monday, November 17, 2025 6:30 PM

LS-H MS/HS Media Center, 901 Ferry St., Le Sueur, MN 56058

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

4.1. Approval of District Office Consent Items

4.1.1. School Board Meeting Minutes

4.2. Approval of Personnel Consent Items

4.2.1. Hirings

4.2.1.1. 7th Grade Boys Basketball Coach - Derrick Graff

4.2.1.2. Night Custodian - Anthony Hill

4.2.1.3. Head Golf Coach - Stephen Ibanez

4.2.2. Resignations

4.2.2.1. Elem. Paraprofessional - Janae Kim

4.2.2.2. Night Custodian - Alyssa Hoff

4.2.2.3. Football Coach - Jim Wagner

5. NEW BUSINESS

5.1. A Resolution supporting Form B Application to the MSHSL Foundation

5.2. Approve Election Agreement with Le Sueur County

5.3. Approve Transportation Request for Proposal

6. ADJOURN

INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS
MINUTES OF REGULAR BOARD MEETING
MS/HS MEDIA CENTER
NOVEMBER 3, 2025

Item 1.0 **Call to Order:** The regular meeting of the Le Sueur-Henderson Board of Education was called to order at 6:30 PM. Board members in attendance, Brigid Tuck, Kelsey Schwartz, Christa Luna, Jenny Burns, Brooke Wentzlaff, Gretchen Rehm, Matt Hathaway.

Also in attendance: Superintendent, Jim Wagner Admin. Assist., Rachel Scheffler, Rachel Miller Henderson Independent,

Item 2.0 **Pledge of Allegiance:**

Item 3.0 **Mission and Vision Statements:**

Item 4.0 **Strategic Plan Review:**

Item 5.0 **Approval of Agenda:**

Item 5.1 Motion by Rehm, second by Wentzlaff, carried, 7-0 to approve the meeting agenda.

Director Hathaway arrived at 6:31 PM

Item 6.0 **Open Forum:**

Item 7.0 **Le Sueur – Henderson School District Recognizes:**

Item 7.1 Resolution was presented to accept grants and donations to the Le Sueur-Henderson Public School District. Said Resolution is attached hereto and made a part of these minutes. Motion made by Board Member Burns and upon being seconded by Board Member Luna, said resolution was duly adopted by the following roll call vote, carried 7-0.

Hathaway: yes

Tuck: yes

Schwartz: yes

Luna: yes

Rehm: yes

Wentzlaff: yes

Burns: yes

Item 8.0 **Reports:**

Item 8.1 Committee Reports

Item 8.1.1 Finance

Item 8.1.2 Negotiations

- Item 8.1.3 SW Metro
- Item 8.1.4 Human Resources
- Item 8.1.5 Policy
- Item 8.1.7 Community Ed Council

- Item 8.2 Student Report
- Item 8.3 Superintendent Report
 - 8.3.1 CE Report
 - 8.3.2 M/HS Report
 - 8.3.3 Elem Report
 - 8.3.4 AD Report

Item 9.0 **Consent Agenda:** Motion by Rehm, second by Schwartz, carried, 7-0 to approve the following consent items:

Item 9.1 **District Office Consent Items:**

Item 9.1.1 Minutes of Sept. and Oct. School Board Meetings

Item 9.2 **Personnel Consent Items:**

Item 9.2.1 Hirings:

Item 9.2.1.1 Musical Director - Jackie Fahey

Item 9.2.1.2 Assistant Directors - Jen Weick, Elyse Doeden

Item 9.2.1.3 Basketball Coach - Trey Winkels

Item 9.2.1.4 SpEd Long Term Sub Teacher - Amanda Horesji

Item 9.2.2 Resignations:

Item 9.2.3 Requests:

Item 9.2.4. Retirements

Item 10.0 **Purchases above \$5,000:**

Item 11.0 **Old Business:**

Item 12.0 **New Business:**

Item 12.1. Motion by Burns second by Hathaway, carried, 7-0 to update policies 102, 103, 104, 203.5.

Item 12.2 Motion by Schwartz, second by Rehm, carried, 7-0 to approve first of three readings to update policy 204.

Item 12.3 Motion by Luna, second by Schwartz, carried, 7-0 to approve full time elementary substitute.

Item 12.4 Motion by Rehm, second by Tuck, carried, 7-0 to approve extension of Speech Pathologist contract.

Item 12.5 Motion by Wentzlaff, second by Schwartz, carried, 6-0, Hathaway opposed, to approve family medical leave proposal.

Item 13.0 **Closed Session**

Item 13.1. Motion by Rehm, second by Burns, carried, to enter into closed session.

Item 14.0 **Open Session**

Item 14.1. Motion by Luna, second by Rehm, carried, 7-0 to reopen regular school board meeting.

Item 14.2 Motion by Rehm, second by Luna, carried,7-0 to approve PA with Le Sueur EDA for Park Elementary property.

 Motion by Burns, second by Rehm, carried,7-0 to approve PA with Le Sueur EDA for 5 acres of King/Sunderman property.

Item 15.0 **Board Member Communication/ Ideas Exchange**

Item 16.0 **Next Meeting Information**

Item 17.0 **Adjourn:** Motion by Rehm, second by Hathaway, carried, 7-0 to adjourn the meeting at 8:30 PM.

Board Clerk

Board Chair

Approved on: November 17, 2025



Employment Recommendation Le Sueur - Henderson School District

Position: 7th Grade Boys Basketball Coach

Recommended Candidate: Derrick Graff

Recommended by: Paul Theorin	Start Date: 11/17

To be completed by an administrator:

Candidate has current & appropriate certification:

Reference checks completed:

Years of experience granted:

Step Placement:

Highest degree currently held:

Lane Placement:

Credits beyond highest degree granted:

Hourly/ Salary Rate

NA
\$

<input type="checkbox"/>	New Position	
<input checked="" type="checkbox"/>	Existing Position	Replacing: Jeremy Goltz

Additional Information:

Approval of Admin: Paul Theorin

Electronic Signature

Date

Approval:

Share with District Office (Jim, Rachel, Ky, Rod), Todd & Bruce via Google Drive



Employment Recommendation

Le Sueur - Henderson School District

Position: Night Custodian

Recommended Candidate: Anthony Hill

Recommended by: Todd Vrklan **Date:** 11/7/2025

To be completed by administrator:

Candidate has current & appropriate certification (if applicable):

N/A

Reference checks completed:

Yes

Years of experience (Step Placement):

4

<input type="checkbox"/>	NEW	
<input checked="" type="checkbox"/>	EXISTING	REPLACING: Alyssa Hoff

Additional Information:
Pending background check and Board Approval

Approval of administrator: Todd Vrklan 11/7/2025

Electronic Signature

Date

Approval of Superintendent:

Electronic Signature

Date



Employment Recommendation Le Sueur - Henderson School District

Position: Varsity Head Golf Coach Boys & Girls

Recommended Candidate: Stephen Ibanez

Recommended by: Paul Theorin **Start Date: 12/1**

To be completed by an administrator:

Candidate has current & appropriate certification:

NA

Reference checks completed:

NA

Years of experience granted:

NA

Step Placement:

NA

Highest degree currently held:

NA

Lane Placement:

NA

Credits beyond highest degree granted:

NA

Hourly/ Salary Rate

\$

New Position

Existing Position Replacing: Rod Reinhardt

Additional Information:

Approval of Admin: Paul Theorin

Electronic Signature

Date

Approval:

Share with District Office (Jim, Rachel, Ky, Rod), Todd & Bruce via Google Drive

Nov 7th, 2025

Le Sueur Henderson Elementary
100 Kingsway Drive
Le Sueur, MN, 56058

Dear Mr. Kern,

Please accept this letter as a formal notification of my resignation from my position as a Paraprofessional at Le Sueur Henderson Elementary, effective 11/7/25.

My last day of employment will be 11/21/25.

I appreciate the opportunity to have worked for Le Sueur Henderson Elementary and the experience I have gained. I wish you and the company all the best in the future.

Please let me know if you need any additional information from me during this transition period.

Best Regards,

Janae Kim

10/31/2025

Mr. Vrklan

LeSueur Henderson Public Schools

115 N 5th St, Le Sueur, MN 56058

Dear Mr. Vrklan

Please accept this letter as formal notification of my resignation from Le Sueur Henderson Public Schools. My last day with the company will be 11/07/25.

Thank you,

Alyssa Hoff

A handwritten signature in blue ink that reads "Alyssa Hoff". The signature is written in a cursive style with a large initial 'A' and a distinct 'H'.

To Paul Theron and To the Le Sueur-Henderson School Board:

After careful consideration and reflection, I have made the difficult decision to step down as Head Football Coach of the Le Sueur-Henderson Football Program.

I would like to express my deepest gratitude to the School Board, administration, and community for providing me with the opportunity to lead this program over the past five years. Being trusted to guide this team and represent this school has truly been one of the greatest honors of my career.

When I first took on this role, my goal was to help build a program our athletes, school, and community could be proud of. Looking back, I'm incredibly proud of the growth we've achieved together — not just in wins and losses, but in the way our young men have matured, supported one another, and learned what it means to compete with heart and character. Watching them grow, both on and off the field, has been the most rewarding part of this journey.

The relationships built, the Friday nights under the lights, and the countless hours spent working toward a shared vision have all meant more to me than words can fully express. I am forever grateful to have been part of something so meaningful.

Thank you again for believing in me, supporting our program, and allowing me to be a part of these athletes' lives.

With sincere appreciation,

Jim Wagner

**MSHSL Foundation FORM B Grant Request
Line Item Budget Sample
2025-2026**

MSHSL Foundation							
FORM B							
Expenditure Line Item Budget							
Grant Request: Purchase of and training for two AEDs							
		Amount Requested:		\$3,500			
				Purchase of two AEDs @ \$1,200 each	\$	2,400.00	
				Training session(s) for staff	\$	1,100.00	
				Total Request	\$	3,500.00	

MSHSL Foundation							
FORM B							
Expenditure Line Item Budget							
Grant Request: Coaches Education							
		Amount Requested:		\$ 1,573.80			
				Quantity	Price	Total	
				Coaches Clinic Registration	20	39.95	\$ 799.00
				CPR and First Aid Training	5	75.00	\$ 375.00
				InSide Out Coaching book	20	19.99	\$ 399.80
				Total Request		\$ 1,573.80	

FORM B

RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Governing Board of Le Sueur-Henderson recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Le Sueur-Henderson supports the school's application to the Minnesota State High School League Foundation for a **FORM B** grant.

November 17, 2025
Date

Board Chair/Head of School

November 17, 2025
Date

Board Clerk - Treasurer

A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.

AGREEMENT

School District #2397 – Le Sueur/Henderson agrees to pay an annual fee of \$1,200.00 dollars to the County of Le Sueur. This fee will be used to help defray some of the costs of administering the election and defray the operating costs of election equipment. This fee schedule is based on number of registered voters.

This agreement will be in effect beginning January 2026 and will continue through December 2029. Prior to January 2030, a new fee will be established(if needed). Any new fee will be established by a joint effort of the county and municipalities.

The municipality is responsible for any/all costs associated with an election not held on the Primary or General Election of an even numbered year. Municipalities will be responsible for the cost of the Election Judges on election day, the cost of the Election Judges training, any miscellaneous expenses incurred by the municipality that are associated with the election and any cost for transporting the election equipment during a Primary or General election held in an even numbered year. Equipment will be used as provided by the County.

We also agree to designate the county as our absentee ballot board, responsible for accepting and rejecting returned absentee ballots for any Federal, State or County election.

Fee Schedule.

\$1,200.00 Cities of:
Le Center, Le Sueur, Montgomery, New Prague, Waterville
Townships of: (currently none)
School District 391 – Cleveland
School District 721 – New Prague
School District 2143 – Waterville Elysian Morristown
School District 2397 – Le Sueur Henderson
School District 2905 – Tri City United

\$900.00 Cities of: Elysian Townships of: Cleveland, Elysian, Lexington, Washington, Waterville

\$600.00 Cities of: Cleveland, Kasota Townships of: Cordova, Derrynane, Kilkenny, Montgomery, Sharon,
School District 77 - Mankato

\$100.00 School District 716 – Belle Plaine

Accepted this _____ day of _____, 20__

By _____ Title _____

Witness _____ Title _____

October 27, 2025

James Wagner
Superintendent
LeSueur-Henderson Public Schools, ISD 2397
100 Kingsway Drive
LeSueur, MN 56058

Re: Strategic and Financial Management Services - Student Transportation

Dear Superintendent Jaszczak:

The **Watson Consulting Group** (Watson Consulting) is pleased to be invited to submit this engagement letter to **LeSueur-Henderson Public Schools** (LeSueur-Henderson or District) for management services for the District's student transportation services and related matters. This letter describes our understanding of the objectives for effectively completing this consultation for the District.

THE DISTRICT SITUATION; THE DISTRICT GOAL

The District serves about 875 public school students (2024-25) and busing over a geographic area of 169 square miles. The District has a recent history of contracting for transportation services. The District operates schools that require "home to school" student transportation –

- (1) LeSueur-Henderson High School (HS) (grades 9-12)
- (2) LeSueur-Henderson Middle School (MS) (grades 6-8)
- (3) LeSueur-Henderson Elementary (grades PK-5)
- (4) LeSueur-Henderson Alternative Learning Center (ALC)

The District also transports students for special education services in the District and out of the District if needed, as well as transporting students attending local non-public school(s).

During our recent telephone conference, we discussed the District's expectations and needs for its student transportation services, transportation services market conditions, finances and District enrollments, as well as the objectives for this next procurement.

The present District contract with Superior Transportation Services, Inc. will expire June 30, 2026 after five (5) contract years.

District Goal & Objectives

The District implicit goal of **providing quality student transportation services on a "best-cost" basis** has been a constant commitment. Consistent with that goal, we discussed the following action items that we will refer to as the engagement objectives:

1. complete contract(s) for District's student transportation services;
2. analyze the plans and cost of service for the District student transportation service options (district service provider, contract service provider, or both);
3. identify and assess the operational and financial factors for continuing to provide quality student transportation services;
4. assess route efficiencies, bell times, bus/van utilization, and service qualities; and
5. assess the student transportation finances, including maximizing state transportation aids and revenues.

Providing the District with the required/desired student transportation services on a “best cost” basis is a service strategy that can be achieved based on our experience, through one or more responsible betterments and changes, considering:

- ✓ sustain and strengthen service qualities;
- ✓ reconcile instruction and curricular values with transportation efficiencies;
- ✓ strengthen operating efficiencies and equipment utilization;
- ✓ assess and modify attendance boundaries;
- ✓ contain or reduce operating and capital costs;
- ✓ consider and assess all service provider options, and their projected costs;
- ✓ identify additional state aids and other operating revenues, if possible; and
- ✓ implement appropriate modifications in District policies and guidelines.

We will consider these factors in course of our service to the District in this matter.

OUR SERVICES AND METHODS

Considering each client engagement is unique, we carefully plan each engagement with clearly identified engagement tasks and work plan that combines applicable management principles and our experience with the functions involved. We will perform those tasks and activities, identified in this section, **OUR SERVICES AND METHODS**, we recommend for completing this engagement and addressing the engagement objectives.

Scope of the Engagement

The scope of our engagement combines our management assistance and the District experience for the delivery of *quality, efficient, effective and economical* student transportation services. We will handle all matters consistent with the terms of this engagement letter. Certainly other tasks and matters may be identified during the engagement. Any change in the engagement scope or details identified in this letter may be the subject of a separate proposal or a modification to this engagement letter. We will prepare a letter that once approved will authorize the change.

Consistent with the goal and objectives noted above, we recommend that our engagement be completed in two (2) Phases and key components therein with PHASE 1 – a student transportation services, cost of services, and operations review, and PHASE 2 – actions the District might consider implementing the Phase 1 review findings and recommendations that could include contractual matters with a service provider, policy and procedure changes, and .

PHASE 1 - STUDENT TRANSPORTATION SERVICES AND OPERATIONS REVIEW

Task 1-1. Engagement Kick-Off.

We will arrange an initial meeting to secure a solid understanding of the current situation, reaffirm the engagement goal and objectives and establish deadlines and schedules.

Task 1-2. Review and Assess Transportation Services and Control and Contain Expenditures.

This task addresses items for assessing the operating efficiencies and finances of the present “system”, identifying present transportation-related issues, and identifying program, operations and finances that might be included in the scope of this task.

a. Review and Assess the Transportation Function -- Services, Operations and Finances.

We will complete a limited review of the District's student transportation program to identify the transportation-related issues about the current situation and assess options for program operations, services and financial improvements, including:

- 1). complete one (1) structured meeting or survey with District administrators to identify issues, assess the present situation, identify change opportunities and impacts on the District and students, and assess important needs for the forthcoming school years; and
- 2). analyze present transportation services, bus utilization, and system efficiencies, along with the current costs of services, service quality issues, and betterments considering bus utilization and student ridership and ride times; including:
 - a) obtain an objective data sample of student ride times, bus loads, on-time routes and runs, bus and van utilization, route mileage and efficiencies, and
 - b) observe the operations to understand the routing plans and logistics;

b. Review District Policies and Practices

We will review and make recommendations about present District policies and practices related to student transportation services for statutory compliance, "best" transportation service practices, state aids, and present state law provisions about fees, registration, eligibilities for elementary and secondary students, and safety.

c. Estimate Student Transportation Finances for Future School Years

We recommend the District have an accurate forecast of its student transportation finances. We will complete or assist in completing a student transportation financial analysis, with the District administration, which will include revenue projections for the next 3-4 years, using District projected enrollments and projected state aids.

d. Comparative District Student Transportation Data

We will provide complete comparative analyses of the District and other school districts considering public and nonpublic enrollments, contractor and District-owned operations, district geography, and student busing eligibility.

Task 1-3. Compare the Viable Options for Student Transportation Services

Public school districts have options for providing student transportation services including (1) contracting with service provider(s), (2) District service provider with its employee and buses, or (3) a combination of providers. The District has had a contractor-operated service for years. Considering the options -- what should the District pay for its student transportation services?

Knowing the cost of student transportation services not only with the current Superior Transportation Services, Inc. contract, but also a District-owned cost of services option and the current "market", provides a baseline for future contract negotiations. The cost of contracted services has increased dramatically in recent years and the proposed cost of service analysis for the service options will enable the District to work with comparable data.

a. Prepare Cost of Service for the Viable Options

We will complete a cost of services analysis that considers the (1) the scope of provided services, (2) direct and indirect operating costs related to the mix of services, (3)

alternatives for obtaining the busing equipment, (4) costs, both operating and capital, for the equipment, facilities and related fixed assets, (5) benefits the District might realize with the alternatives, and (6) the state law and District finances. We also take into consideration the predictable risks, variables and changes in the key factors.

The capital budgeting analysis will apply a time value of money, using the District's cost of capital, for acquiring the buses and other capital assets required for its own service.

Task 1.4. Review and Assess Finances for Opportunities to Increase Revenues.

The District obtains the majority of its state aids on a prospective payment basis measured by the number of students, grade levels, and amount of state aid per student. Cost-based aids and revenues exist (special needs and nonpublic transportation), and we believe it is prudent and responsible for the District to take reasonable actions to maximize these revenues, the objective in this task.

Legislators in the 2013 session repealed a new 2011 law, after a number of their districts realized some negative financial impacts of new legislation, and restored the "reasonable" test, as follows:

(d) A school district that contracts for transportation service may allocate transportation expense to transportation categories based upon contract rates. Districts may only allocate transportation expense to transportation categories based upon contract rates if contract rates are reasonably consistent on a cost-per-hour, cost-per-mile, cost-per-route, or cost-per-student basis. In order to allocate transportation expense based upon contract rates, a school district, if audited, must be able to demonstrate to the auditor that variances in the application of transportation cost basis rates are appropriate.

(e) Pupil transportation expenditures, excluding expenditures for capital outlay, leased buses, student board and lodging, crossing guards, and aides on buses, must (may) be allocated among transportation categories based on cost-per-mile or cost-per-student regardless of whether the transportation services are provided on district-owned or contractor-owned school buses.

In this task, we will complete the following activities:

- a. We will review the current District direct and indirect cost allocation plan, cognizant of MDE rules and regulations, to determine opportunities for full cost measures.
 - i. Based on the state laws and rules noted above, we will make recommendations for the proper completion of a proper full cost basis accounting, which is key for maximizing certain state aids reimbursements for school year 2025-26 and later years. Our "desk review" shows some opportunity for additional state aids that can be realized.

Task 1-5. Complete Discussion Paper; Secure District Decision on Provider Services

We will present at one (1) virtual meeting of our findings in a discussion paper based on the engagement objectives, analyses and suggestions for service provider considerations, and any operations, services, and finances "betterment" recommendations.

PHASE 2. IMPLEMENT RECOMMENDATIONS FOR STUDENT TRANSPORTATION SERVICES

Depending on the District decision after considering the findings and recommendations we will present (ref. Task 1.5 above), we will be prepared to address District priorities for the forthcoming school years. As outlined in PHASE 2 services and described in this engagement letter, we are available to assist the District with next decisions for providing services.

As noted, the District has a long history of providing student transportation services with a contracted provider. The District has an opportunity to assess the service provider options for

providing these services, along with the operational effectiveness, cost of services, and cost-benefit for each option for student transportation services.

If the District determines that it should continue to contract for student transportation services, we can assist with actions to continue that decision and the changes and betterments the District might desire to consider and adopt.

Task 2-1. Contract Procurement and RFQ Services

Depending on the District decision and should the District choose to continue contracting for student transportation services, we will assist with the procurement and contract negotiations, as needed (see Task 2-2). The primary objectives in PART 2 matters for the District are to (1) complete an updated Request for Quotations (RFQ), (2) secure quality student transportation services on a “best-cost” basis, and (3) complete a service agreement(s) for student transportation services for the forthcoming school years.

As noted, the District has a forthcoming decision about student transportation services for school year 2026-27. The present contract expires June 30, 2026. The present contract can be extended beyond 2025-26, up to ten (10) contract years and be compliant with state law as allowed in Minnesota Statute Section 123B.52, Subd 3.

Task 2-2. Assist with Student Transportation Services Request for Quotations (RFQ)

This task addresses the key steps for effectively obtaining written quotations from qualified, interested service providers for a new contract, and includes the following actions:

a. Prepare for the Procurement Activities

We will assist the District in making its decision about the approach to follow in obtaining its student transportation services, whether using a sealed bid, quotation or negotiation approach as permitted by Minnesota Statute Section 123B.52, Subd 3. We have most often combined these approaches – call for quotations subject to direct negotiation – which are permitted by state law.

b. Determine Requirements (RFQ) and Specification for Transportation Services.

After obtaining approval for the procurement approach, we will proceed, including:

- review the information obtained in PART 1 for changes and improvements for the next school years, while seeking to sustain service quality and determining the “best-cost” for student transportation services,
- complete the District requirements (aka Specification or RFQ) working with the 2021 District RFQ as a “base”, and
- recognize the new school building locations and changes.

A new contract procurement is an opportunity to address improvements and factors the District desires to implement, including (1) scope of route services, (2) regular and special needs busing demands, (3) route and load efficiencies, (4) enrollment projections (5) District policies and practices, (6) student safety, and (7) cost of services.

c. Assist with Student Transportation Services Procurement.

Critical to the procurement process, we will (1) address questions interested service providers present, (2) prepare and distribute any Specification modifications, and (3) present the RFQ to interested contract service providers.

Task 2-3. Assist with Contract Procurement and Review Quotations; Negotiate Contract

a. Review and Compile the Written Quotations Received.

Following the deadline for receiving written quotations, we will review and compile the quotations received, discuss with District administrators, and make recommendations.

b. Complete Contract Negotiations and New Transportation Services Agreement.

We will be available to support the District administration and Board of Education in your contract negotiations. We will provide an objective, knowledgeable resource that should assist in obtaining competitive, fair contract terms for a new contract.

We will not provide any services that should appropriately be provided by the District legal counsel, but we may seek the advice of the District legal counsel from time-to-time.

Task 2-4. Complete Presentation(s).

We will make or assist in a report to the School Board regarding the proposed new service agreement(s) recommendation, along with any operations, services, and financial items.

ENGAGEMENT SCHEDULE

We are prepared to commence this engagement following District approval and commitment to proceed with completion date to be agreed on with the Administration.

OUR QUALIFICATIONS AND PROJECT TEAM

Our Experience with Public Education and School Districts

Our services to public education have been an integral part of our management services practice. We have made a demonstrable commitment to serve school districts and public education through skilled and experienced professionals who can address the important financial, operational, and organizational issues in public education. We have references.

I have assisted with the District's student transportation matters for the past several years and service provider contracts.

Why Retain a Consulting Firm? Why Watson Consulting?

We understand the current public education issues and have extensive, relevant experience. Pairing our management consulting skills with knowledge of school district issues and client involvement, we offer the District services and qualities that can effectively address the District's identified goals. ***We provide high benefit to cost services.***

In addition to our public sector practice, we enjoy a management services consulting practice with owner-operated, closely held private businesses. They are significant in our practice and provide us with a real understanding of key public-private sector relationships and issues that are especially true with public education contracted services.

Project Team

Watson Consulting Project Team and Responsibilities

A review of our engagement organization will illustrate the level of experience our professionals bring to this engagement and how we will efficiently work with the District. The following narrative summarizes the role and experience of our key engagement member(s).

Thomas N. Watson, CMC -- Principal Consultant and Engagement Manager

As a Certified Management Consultant, I will serve as the Engagement Principal Consultant. With over thirty (30) years as a professional management advisor, I have extensive experience in education, State and local government, and tax-exempt and business organizations for strategic management, financial management, operations and organizational analysis, management studies, and systems. I have been active in government as an employee, a 4-term Mayor, twenty-two years in elected public office, and management consultant. I have had appointments as an adjunct professor of finance and strategic management at three Twin Cities' universities.

Other Staff

We will have available other professional personnel should and as the need occurs. To the extent that other personnel would be added to the team as subcontractors, **Watson Consulting** will be responsible for satisfying the engagement plans, expected results, and engagement cost and schedule. We will discuss and obtain your approval for any personnel changes.

District Participation and Responsibilities

We think this engagement will best achieve the desired outcomes through a joint effort by District staff and **Watson Consulting** personnel that is described in the proposed workplan.

Affirmative Action

Watson Consulting is a small business with fewer than twenty employees, the minimum for obtaining an Affirmative Action Certificate. We do comply with affirmative action laws.

Indemnification

The District agrees to indemnify and save The Watson Consulting Group and Thomas N. Watson, Owner and Principal, harmless from any claims involving personal injury, property damage or other damages arising out of, or in the course of, providing our management services to the District consistent with the terms in this engagement letter. Further we acknowledge that this engagement includes only those services described in this engagement letter. Based on our normal policy, our liability under the terms of this engagement, if any, shall not exceed the amount of fees we have collected for our services.

ENGAGEMENT COSTS

We undertake our engagements with expected benefits that will exceed engagement costs. We believe our services are an investment with favorable returns rather than merely a cost.

Professional Fees

Our professional fees, quoted on a not to exceed basis, are based on the hours budgeted to complete each identified task, extended at our standard rates with a professional fee discount we provide our school district clients. The estimated hours necessary to complete

James Wagner
Superintendent
LeSueur-Henderson Public Schools, ISD 2397
October 27, 2025
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this engagement in a thorough, professional manner are affected by the identified scope of work.

We expect to complete this engagement for professional fees as follows:

- PHASE 1: as proposed in this engagement letter, our professional fees will not exceed \$6,800. We only bill the District for actual hours incurred up to the “not exceed” amount.
- PHASE 2: to the extent of the scope of services outlined for Tasks 2-1 through 2-4 and authorized by the District administration, we only bill the District for actual hours incurred at the same hourly rate as PHASE 1.

Engagement Expenses

We are also reimbursed for actual engagement expenses incurred on your behalf such travel, mileage, report production and support services. We will seek situations, as appropriate, to use District personnel and services, and thereby reduce expenses we might otherwise incur.

Engagement Billings

It is our practice to submit our billings semi-monthly. We appreciate receiving your payment within ten working days following billing date.

We look forward to working with the District to achieve your objectives for quality student transportation services. We appreciate your seeking our services and look forward to this opportunity to again assist **LeSueur-Henderson Public Schools, ISD 2397**.

If you have any questions, please call 612-751-0124.

Sincerely,

The Watson Consulting Group

Thomas N. Watson

Thomas N. Watson, CMC

Principal

* * *

Following your acceptance of this engagement letter and proposal, please sign a copy of this letter and return a signed copy to us for our files, and retain a copy for your files.

The foregoing engagement letter and accompanying proposal fully describes the services requested and we accept your engagement letter and proposal.

LeSueur-Henderson Public Schools, ISD 2397

James Wagner, Superintendent of Schools
on behalf of LeSueur-Henderson Public Schools, ISD 2397

Date